

DEPARTMENT OF THE NAVY  
Office of the Secretary  
Washington, D.C. 20350

SECNAVINST 5510.30  
Op-009D21  
17 September 1980

SECNAV INSTRUCTION 5510.30

From: Secretary of the Navy  
To: All Ships and Stations

Subj: Department of the Navy Personnel Security Program

- Ref: (a) DODDIR 5200.2 of 20 Dec 1979, Department of Defense Personnel Security Program (NOTAL)  
(b) DOD 5200.2-R of 20 Dec 1979, Department of Defense Personnel Security Program Regulation (NOTAL)  
(c) OPNAVINST 5510.1F of 26 Sep 1978, Department of the Navy Information Security Program Regulation  
(d) SECNAVINST 5521.6A of 31 Jan 1957, Navy and Marine Corps Military Personnel Security Program  
(e) SECNAVINST 12732.1 of 22 Jun 1977, Department of the Navy Civilian Personnel Security Program

**1. Purpose.** To establish the Department of the Navy Personnel Security Program with policies, standards and procedures in compliance with references (a) and (b).

**2. Background.** Reference (a) establishes the Department of Defense (DOD) Personnel Security Program. It supersedes DOD Directives 5210.7, 5210.8, and 5210.9 and DOD Instruction 5210.31, which were implemented in the Department of the Navy by references (c), (d) and (e), and it authorizes the issuance of reference (b). Reference (a) directs the head of each DOD component to designate a senior official in his immediate office responsible for compliance with implementation of the DOD Personnel Security Program. With the incorporation in one DOD regulation (reference (b)) of the policies and procedures for the DOD Personnel Security Program, a clear statement of basic policy and assignment of responsibilities is necessary.

**3. Definitions**

a. National Security, as used in this instruction, relates to the protection and preservation of the

military, economic and productive strength of the United States, including the security of the government in domestic and foreign affairs, against or from espionage, sabotage and subversion and any other illegal acts designed to weaken or destroy the United States.

b. Sensitive duties are those in which an assigned military member or civilian employee could bring about, by virtue of the nature of the duties, a material adverse effect on the national security. A sensitive position is any civilian position designated as entailing sensitive duties. Each civilian position in the Department of the Navy is designated according to its sensitivity as critical-sensitive, noncritical-sensitive or nonsensitive. Any duties requiring access to classified information are sensitive duties.

**4. General Policy**

a. No person shall be appointed as a civilian employee in the Department of the Navy, accepted for entrance into the Navy or Marine Corps, authorized access to classified information or assigned to duties that are subject to investigation under the provisions of reference (a) unless such appointment, clearance or assignment is clearly consistent with the interests of national security.

b. The authority to deny or terminate civilian employment, for national security reasons, is vested solely in the Secretary of the Navy.

c. Civilian or military personnel of the Department of the Navy shall not be denied acceptance or removed from employment or separated from the service under the provisions of the Personnel Security Program if action can be appropriately effected under non-security administrative regulations.

**5. Assignment of Responsibilities**

a. The Under Secretary of the Navy is designated as the senior official in the Department of the Navy responsible for compliance with the implementation of reference (a).

b. The Chief of Naval Operations is designated as the official responsible for implementing and

**SECNAVINST 5510.30**

**17 September 1980**

monitoring the Department of the Navy Personnel Security Program. Under the direction of the Secretary of the Navy, the CNO (DNI) shall provide guidance, oversight and approval for policies and procedures governing Personnel Security Program matters in the Department of the Navy. The CNO (DNI) will keep the Under Secretary of the Navy informed of significant aspects of the program which

would affect personnel security program policy or affect military or civilian personnel policy.

**6. Action.** The Chief of Naval Operations shall implement reference (b). Copies of major implementing issuances will be provided to the Under Secretary of the Navy.

**EDWARD HIDALGO**  
Secretary of the Navy

**Distribution:**

**SNDL Parts 1 and 2**  
**MARCORPS Code DS**

**Chief of Naval Operations**  
**(Op-09B15C)**  
**Wash., DC 20350 (200 copies)**

**Stocked:**  
**CO, NAVPUBFORMCEN**  
**5801 Tabor Ave.**  
**Phila., PA 19120 (500 copies)**